

**Mayor & Board  
Business Workshop  
MINUTES  
December 11, 2019 at 3:00 pm  
City Hall | 101 N. Court Street | Board Room**

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**I.** Call to Order and Pledge of Allegiance was led by Mayor Michael O'Connor at 3:03PM. Also present were Alderman Kelly Russell, Alderman Derek Shackelford, Alderman Roger Wilson, Alderwoman Donna Kuzemchak, and Alderman Ben MacShane.

**II. Proclamation**

*None*

**III. Approval of Minutes**

*None*

**IV. Business Meeting**

**A. Release of Sureties**

On a motion made by Alderwoman Donna Kuzemchak and seconded by Alderman Russell, the Board unanimously (5-0) approved consent to agenda items A.1 through A.3:

1. Approval to release International Fidelity Insurance Company Bond in the amount of \$66,440.35 posted by Two Farms, Inc., to guarantee SEC/Waterline to Royal Farms #321, further described in PWA dated 07/26/18
2. Approval to release Cash Funds in the amount of \$15,180.98 posted by Gibson Stanley, LLC, to guarantee public improvements to Stanley Salon, Further described in PWA dated 06/17/19
3. Approval to release Cash Funds in the amount of \$17,500.00 posted by United Fiber and Data, to guarantee placement of conduit and fiber optic cable along the west side of South East Street between East Patrick Street and East South Street, further described in Utility Agreement dated 08/02/18.

**B. Grants**

On a motion made by Alderman Derek Shackelford and seconded by Alderman Roger Wilson, the Board unanimously (5-0) approved consent to agenda items B.1 through B.2:

1. Acceptance of a Governor's Office of Crime Control and Prevention Technology Upgrades Grant in the amount of \$15,000
2. Approval of a Maryland Housing Counseling Fund Grant Agreement with the Maryland Department of Housing and Community Development in the amount of \$74,000

**C. Special Ordinances**

On a motion made by Alderman Roger Wilson and seconded by Alderwoman Donna Kuzemchak, the Board unanimously (5-0) approved consent to agenda item C.1:

1. Approval of a Special Ordinance to amend the FY 2020 Budget to include revenue and associated expenditures for a Governor's Office of Crime Control and Prevention Technology Upgrades Grant

## **VI. Workshop**

1. Discussion of a proposed ordinance regarding electric vehicle parking spaces was led by Jenny Willoughby, Sustainability Manager for the City of Frederick. This item will be brought to a future workshop. Public comment was taken.
2. Discussion of a Memorandum of Understanding with Adeyemi Fagbohun for the installation of a mural at Harry Grove Stadium was led by Anne Herbert-Rollins, Attorney, joined by Adeyemi Fagbohun, Artist. This item will be brought to a future workshop. No public comment was taken.
3. Discussion regarding development of a vacant property registration ordinance was led by Marc DeOcampo, Chief Administrative Officer; joined by Rachel Depo, Assistant City Attorney; Zack Kershner, Director of Public Works; and Richard Griffin, Director of Economic Development. This item will be brought to a future workshop. Public comment was taken.
4. Discussion concerning accessory detached dwelling units was led Alderman Derek Shackelford and joined by Alderman Ben MacShane; Alderman Kelly Russell; and Alderman Roger Wilson. This item will be brought to future workshop. Public comment was taken.

Brief adjournment at 5:42 PM

Reconvened at 5:57 PM

## **VII. Elected Officials' Comments**

Mayor O'Connor reminded everyone that there are no more workshops until January 15, 2020.

Alderman Wilson stated that he is looking forward to the Kris Kringle Procession on Friday, starting at 6:30PM.

## **VIII. Workshop was adjourned at 7:04 PM**